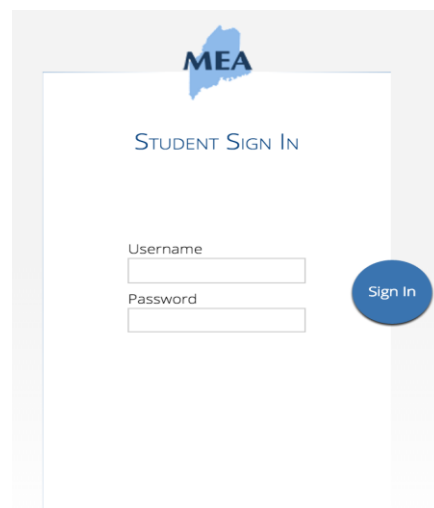


## MEA Math and ELA Test Taking Quick Start

Unlike the Smarter Balanced based assessments of last year, the new MEA tests are more straight forward, comprised mostly of selected response, constructed response (short answer and essay) and evidence based selected response. Because of this, and because of the very limited amount of time between now and the live tests, we do not see the value in all students participating in practice tests. Instead we recommend you use this guide along w your laptop and projector as a whole class learning experience.

### Logging In to Practice Tests

Using an internet browser go to: <http://maine.measuredprogress.org/Student/>



You may demonstrate either the math or reading tests.

Username and passwords are NOT case sensitive.

#### Math Practice Test

**Username: MaineMath**  
**Password: practice**

#### ELA Practice Test

**Username: MaineReading**  
**Password: practice**

Hello, User Practice

Stn-11-1750	2000-01-01	Grade
PracticeOrg	Teacher	Gender

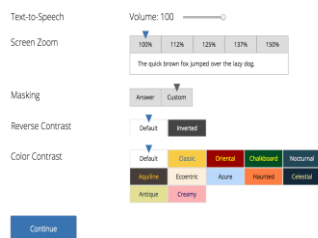
The following tests have been scheduled for you:

eMPower ME Math Practice Test

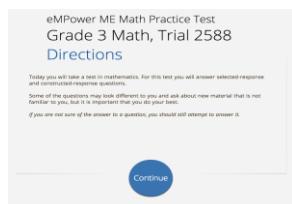
Grade 3 Math, Trial 2029	Grade 4 Math, Trial 2029
Grade 5 Math, Trial 2029	Grade 6 Math, Trial 2029
Grade 7 Math, Trial 2029	Grade 8 Math, Trial 2029

Upon successful login, choose an appropriate grade level

## Options

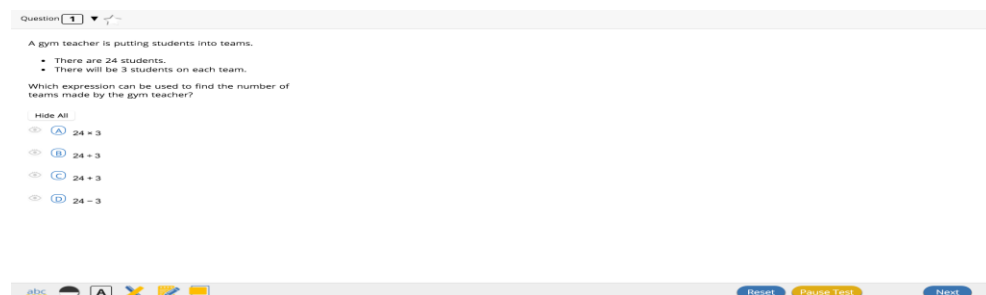


Click Continue at the options page. The Text to Speech (TTS) accommodation does not work for the internet practice tests. You must install the full kiosks to have students experience the TTS accommodation (downloads are available within the MEA portal and require a username/password to access). Please ask your principal to contact Andy Wallace for a sample device to work with the few students who require TTS.



Brief Directions for testing will appear for the student before beginning the test. Read them aloud to your students.

## Inside the Test



There are 6 problems in most practice tests. This is a good time to review the tools available to the students and let them try them out. You may invite some students to demonstrate the tools, or do so yourself. Tools are divided into two parts: Universal and Item Specific.

## Universal Tools

available to all students on all computer based tests

Name	Tool Icon	Description
Guideline		Student uses onscreen tool to assist in reading by raising and lowering tool for each line of text.
Answer Masking		Student hides possible answer choices (multiple choice items only).
Sketch & Highlight		Student may draw using black, red, or blue brushes; highlight; or erase
Notepad		Student may type notes for each particular item

## Item Specific Tools

- Available to all students for specific items.

Name	Assessment / Content Area	Tool Icon
Basic Calculator	Grades 3-6 Mathematics	
Scientific Calculator	Grades 7-8 Mathematics	
Ruler	Mathematics	
Protractor	Mathematics	

Some Reading and Writing sections many contain multiple passages. Students will be asked to consider these passages separately or together. The icon below, located in the upper left hand corner of the tests allows students to toggle between passages by clicking on 1 or 2.

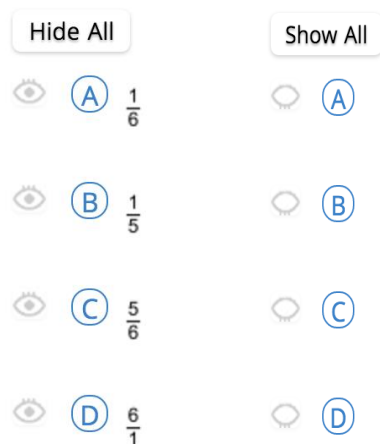


## Test Taking Aids

Next to each possible answer is an icon that looks like an eye.

Clicking on this “eye” will hide the option. Clicking again will make it reappear.

You can use this tool if you are unsure of an answer, but would like to hide the options you know are not correct. This is a good time to talk to students about test taking skills.



Students also have the ability to “Hide All” the answers. To get the answers back, click “Show All.”

As students could accidentally click this button, please take a moment to demonstrate the “Show All” button.

Students may also mark any item for review if they are uncertain of an answer. Select the “Star” icon in the upper right hand corner to do so.



## Navigating Between Items

Students navigate between items in two ways. They can click the Back and Next buttons along the bottom of the screen.



Or they can more quickly navigate back and forth using what is called the “Test Map” The Test Map is accessed by clicking the “carrot” circled below in the upper right hand corner of the screen.



The Test Map brings students to a page from which they can quickly return to items that they have not yet answered.

You have completed: **1** out of **18** question(s).

★ 1 answered	2 not answered	3 not visited
4 not visited	5 not visited	6 not visited
7 not visited	8 not visited	9 not visited
10 not visited	11 not visited	12 not visited
13 not visited	14 not visited	15 not visited
16 not visited	17 not visited	18 not visited

Pause Test      Return to test

By clicking on any button, a student is immediately brought back to that item. Blue buttons mean the item has been answered, red means the student has seen the item but has not yet selected an answer. Grey buttons are items a student has not yet seen. Items that a student marks for review will be indicated with a star. Demonstrate this function for students.

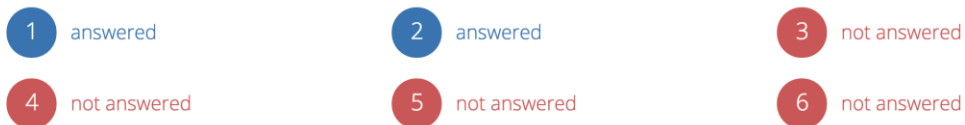
## Test Completion

Once students are at the end of the questions for the session they will have the option to select “Finish”



Students do not have to answer all question to be able move forward or to submit the test. When a student chooses “Finish” they are brought to the Test Map where they can see if they have missed any questions. Again, they can quickly navigate to items to revisit them and check their work.

You have completed: **2** out of **6** question(s).



Students who feel that they are done may click “Turn In.”



Students will be asked for a final time if they are sure they want to submit the test.

**Are you sure you want to turn in your test?**



If they click “Turn In” then their tests will be submitted. Tests will not be reopened.

Remember, you know your students best and know how to help them prepare for a test such as this. Feel free to use and encourage strategies that you know work for your students.